

Mayor
Frank Hansen

Deputy Mayor
Terry Anderson

Councilmembers
Gene Fisher
Chris Wythe
Ralph Shape
Joe Brennan
Don DeHan



City Manager
Bruce A. Rayburn

Assistant City Manager
Craig R. Ward

City Attorney
Mary E. Mirante Bartolo

City Clerk
Judith L. Cary

"The Hospitality City"

CITY MANAGER'S WEEKLY UPDATE
August 13, 2004

Dear Mayor, Councilmembers, Residents and Employees:

Boeing Job Fair: Boeing held a hi-tech job fair at the Hilton Hotel on Thursday, August 12, 2004. Due to lack of advance communication and under-estimating the size of the walk up crowds, many local residents called the Police to deal with blocked driveways, double parking, and other parking and life safety issues surrounding the Hotel. Illegally parked cars narrowed South 180th to one lane east of 32nd South, causing extreme emergency vehicle concerns. Conflicting media reports also added to the size of the event, with people starting to show up at 4:00 AM to line up for the job application process. When Police, Fire, and Boeing officials met at 2:30 PM it was clear that those lined up and still lining up would not be processed by the scheduled 5:00 PM end time. Police and Boeing officials made a decision to help end the traffic and safety concerns by turning people away. Public safety concerns were such that to allow the event to continue would have virtually shut down SeaTac far into the rush hour and resulting public safety concerns in the neighborhoods would have additionally increased. Some walk up job seekers were unhappy with the decision, but the people that had to leave were understanding and peaceful. The Hilton hosted a scheduled only session on Friday, August 13. Traffic and safety concerns were kept to a minimum on Friday.

Fire Sprinklers Save Apartment Unit: On Sunday at 5:00 PM, units responded to a fire alarm at the Sandpiper Apartments at 3100 South 208th Street. Upon arrival, Battalion Chief Betenson discovered a fire in the unit's kitchen that had been extinguished by the fire sprinklers. The occupant had left food on the stove and then had left the apartment to run some errands. Damage was estimated to be \$5000. Had the fire sprinklers not worked, damage to the building would have been much worse.

- August Calendar

- Agendas: Senior Citizen Advisory Committee 08/19/04

- Minutes: Hotel/Motel Tax Advisory Committee 07/14/04
 Administration & Finance Committee 08/10/04
 Public Safety & Justice Committee 08/10/04
- Council Actions from Regular Council Meeting August 10, 2004


Craig Ward, Assistant City Manager

August 2004						
< August 2004 Go >						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 Music in the Park 5pm (Angle Lake Park)	2 PC 5:30pm (CANCELLED)	3 National Night Out 5pm	4 Resource Conservation Class 6pm (CC RM105)	5	6	7
8 Music in the Park 5pm (Angle Lake Park)	9 Civil Svs Com 3:30pm (Cancelled) Human Svs Adv Com 6pm (Riverton Training Rm 128)	10 A&F 2pm (Airport Conf RM 345) PS&J 3:30pm (Airport Conf RM 345) SS 5pm (CC RM105) / RCM 7pm (CC RM105)	11 Joint STEP Hotel/Motel Mtg 10am (CC RM105) & Hotel/Motel Mtg 11am (CC RM105) Human Rel Adv Com 6pm (Cancelled)	12 LUP 4pm (Airport Conf RM 345)	13 SWKC Chamber Event 12:30pm (Glen Acres Golf & Country Club)	14
15 Music in the Park 5pm (Angle Lake Park)	16 PC 5:30pm (Cancelled)	17	18	19 Sr. Citizen Adv. Com 10am (NSPCC) Hearing Examiner 6pm (CC RM105)	20	21
22 Music in the Park 5pm (Angle Lake Park)	23 Human Svs Adv Com 6pm (Riverton Training Rm 128)	24 T&PW 3pm (Airport Conf RM 345) SS/RCM (CANCELLED)	25	26	27	28
29	30 PC 5:30pm (CC RM105)	31 Library Adv Com 5pm (VV Library)				

MEETING LEGEND:

A&F Administration & Finance
LUP Land Use & Parks
PC Planning Commission
PS&J Public Safety & Justice
PSRC Puget Sound Regional Council

RCM Regular Council Meeting
SCA Suburban Cities Association
SCM Special Council Meeting
SS Study Session
SSS Special Study Session
SWKC Southwest King County Chamber
T&PW Transportation & Public Works

MEETING Location

(CC RM 105) Council Chambers*
(NSPCC) North SeaTac Park Community Center
(VRCC) Valley Ridge Community Center
(VV Library) Valley View Library

Updated 08/10/2004

*Council Chambers are accessible to persons with disabilities equipped with Assistive Listening Devices.

The dates and times of meetings are subject to change. Please contact City Hall to verify the above information.

City of SeaTac: 4800 South 188th Street: SeaTac, WA 98188-8605;
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Senior Citizen Advisory Committee

MEETING AGENDA

August 19, 2004
10:00 a.m.

North SeaTac Park Community Center
13735 - 24th Ave. S., SeaTac
206.973.4680

MEMBERS: Jon Ancell, Chair; Bill Blazer, Nina Nelson, Della Schmitz, Darleene Thompson

MISSION STATEMENT: Represent the Senior population of the City of SeaTac through recreational, social and educational services. Act as advocates and advisors to the City of SeaTac Council on issues relating to the Senior population.

10:00 A.M. - Call to order. Approval of Minutes dated July 15, 2004.

10:05 A.M. - Update on Senior Center issues

10:15 A.M. - SeaTac Senior Café - Update

10:20 A.M. - 2005 Budget

10:30 A.M. - Holiday Bazaar: November 6

10:40 A.M. - Old Business

- Status of new Senior van
- Status of request to maintain current Senior van

10:50 A.M. - New Business

- Trip registration discussion

11:00 A.M. - Adjournment

City of SeaTac

Hotel/Motel Tax Advisory Committee Meeting

July 14, 2004

Meeting Notes

Hotel-Motel Present: Councilmember Joe Brennan Chair, Tom Dantzler, Cathy Heiberg, Mike Mann

Absent: Bryan Collins, Roger McCracken, Sam Uchello

Others Present: Susan Crane and Ruth Westerbeck (Port Jobs), Katherine Kertzman (SSVS), Roy Moore (SeaTac Recreation Complex Proposal), Richard McMillen (MacGolf, Inc.)

Meeting Duration: 11:15 a.m. – 12:50 p.m.

Staff Coordinators: Craig Ward, Assistant City Manager; Soraya Lowry, Senior Project Coordinator

AB #	Topic	Disposition
	1. Approve June 9, 2004 Meeting Notes	<input type="checkbox"/> Informational Update <input checked="" type="checkbox"/> Recommended for: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Approval with modifications <input type="checkbox"/> Denial <input type="checkbox"/> Referred to:
	2. North SeaTac Park Proposal Update – Roy Moore	<input checked="" type="checkbox"/> Informational Update <input type="checkbox"/> Recommended for: <input type="checkbox"/> Approval <input type="checkbox"/> Approval with modifications <input type="checkbox"/> Denial <input type="checkbox"/> Referred to: <ul style="list-style-type: none">• Roy Moore and Richard McMillen briefed the Committee on the proposed SeaTac Recreation Complex.• This \$5 million project is intended to be a high quality destination oriented recreation area located in North SeaTac Park.• By attracting tourists, it is hoped that this project will support the Hotel/Motel industry.• The complex would include a nine hole golf course, driving range, mini golf course, batting cages, skateboard park and restaurant, among other amenities.

		<ul style="list-style-type: none"> • <i>Three key issues will impact the project's feasibility:</i> <ul style="list-style-type: none"> ○ <i>Whether a land trade can be made with the Port of Seattle so that the complex can be sited on free land belonging to the City.</i> ○ <i>Whether an adequate supply of irrigation water can be obtained.</i> ○ <i>Whether a 50 year horizon indicates that the project is financially feasible and will positively impact local residents.</i> • <i>This project would compete with the Tyee Golf course and is intended to be an alternative to that project.</i> • <i>Roy invited representatives from the Hotel/Motel industry and city staff to participate in a golf development committee to assist in evaluating and overseeing the project.</i>
	<p>3. Port Jobs 2005 Funding Request – Susan Crane</p>	<p><u> </u> Informational Update</p> <p><u> </u> Recommended for:</p> <p> <u> </u> Approval</p> <p> <u> </u> Approval with modifications</p> <p> <u> </u> Denial</p> <p><u> X </u> Referred to: Next Hotel/Motel Committee meeting for further discussion and decision</p> <ul style="list-style-type: none"> • <i>Their mission is to connect people needing jobs with employers in port-related industries.</i> • <i>They are a non-profit and are paid through landing fees and port tenants.</i> • <i>A significant number of off-airport hotels and park and fly lots receive free assistance from Port Jobs.</i> • <i>All of Port Job's placements are in SeaTac.</i> • <i>Since 2000, approximately 400 SeaTac residents have been placed. This represents more than 10% of the total 3,500 individuals having received placement to date.</i> • <i>Port Jobs is requesting \$50,000 in 2005 to hire interns to support a Customer Service program at the airport. The interns will be trained in customer service and learn about</i>

		<p><i>the travel and tourism industry. They will also enable Port Jobs to do concentrated outreach to SeaTac hotels and motels and better assist them with their hiring needs.</i></p> <ul style="list-style-type: none"> • <i>The Super 8 currently uses Port Jobs extensively for personnel recruitment.</i>
	<p>4. SSVS Program Update – Katherine Kertzman</p>	<p><input checked="" type="checkbox"/> Informational Update <input type="checkbox"/> Recommended for: <input type="checkbox"/> Approval <input type="checkbox"/> Approval with modifications <input type="checkbox"/> Denial <input type="checkbox"/> Referred to:</p> <p><i>Katherine highlighted SSVS' recent activities:</i></p> <ul style="list-style-type: none"> • <i>In the process of upgrading website email capabilities to prevent recipients from mistaking emails as junk mail.</i> • <i>Website optimization plan continues to net excellent results. June website visitors showed a 100% increase from the previous year.</i> • <i>Continuing to focus on group travel, with tangible results in room night reservations.</i> • <i>On-going negotiations with Kent. A final proposal should be available this fall. Des Moines has expressed interest in working with SSVS, which would add waterfront to Seattle Southside's tourism offerings.</i> • <i>Considering relocating next to the new SWKCC office. Benefits would include: ease of collaboration with SWKCC, street frontage, signage on I-5 and I-405, increased space at no additional cost. The new setup would allow SSVS to market itself as a Visitor Center, thereby increasing visibility.</i>
	<p>5. Establishing Annual Funding Process for External Requests – Soraya Lowry</p>	<p><input checked="" type="checkbox"/> Informational Update <input type="checkbox"/> Recommended for: <input type="checkbox"/> Approval <input type="checkbox"/> Approval with modifications <input type="checkbox"/> Denial <input type="checkbox"/> Referred to:</p> <ul style="list-style-type: none"> • <i>This issue was raised to determine how the Committee would like to handle external</i>

		<p><i>funding requests. Options include;</i></p> <ul style="list-style-type: none">○ <i>Maintain a flexible process of responding to external requests as they come in.</i>○ <i>Establish a formal process where a request for proposals would be published and requests would be evaluated during a specific timeframe(s).</i> <ul style="list-style-type: none">● <i>After some discussion the Committee expressed a preference for maintaining a flexible process. Efficiency could be enhanced by using the funding request form to pre-screen requests. Only those proposals that pass this screen would be invited to make a presentation to the Committee.</i>● <i>In-put from absent Committee members would be welcome on this issue.</i>
	5. Next Meeting	<i>August 11, 11 a.m.</i>

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"The Hospitality City"

City Council Committee Meeting Administration & Finance

These minutes are scheduled to be approved at the September 14, 2004 Regular Council Meeting

Tuesday, August 10, 2004

2:00 p.m. / Airport Conference Room (#345)

Members:

Ralph Shape, Chair
Don DeHan
Gene Fisher

Commence: 2:02 p.m.

Adjourn: 3:28 p.m.

Staff Coordinator: Mike McCarty, Finance and Systems Director

Topic	Disposition
1. Position Vacancy Review Board (PVRB) Recommendations - (Steve Mahaffey)	<p><input type="checkbox"/> Informational Update <input checked="" type="checkbox"/> Recommended for: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Approval with modifications <input type="checkbox"/> Denial <input checked="" type="checkbox"/> Referred to <u>8/10/04 SS</u></p> <p><i>Human Resources Director Steve Mahaffey reported that the Position Vacancy Review Board had met recently and is presenting a recommendation to the A&F Committee for a new seasonal, part-time (9 hours per week) grant funded position to transport and supervise Tyee High School students who will provide after school programs to students at McMicken elementary school. Grant funding for this position will be provided by the King County Work Training Program. The A&F Committee concurs with the recommendation as presented.</i></p>
2. McMicken Heights Elementary School Playground Equipment Purchase - (Lawrence Ellis)	<p><input type="checkbox"/> Informational Update <input checked="" type="checkbox"/> Recommended for: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Approval with modifications <input type="checkbox"/> Denial <input checked="" type="checkbox"/> Referred to <u>8/10/04 SS</u></p> <p><i>Assistant Parks and Recreation Direction Lawrence Ellis reported that bids were opened on August 5th for this project. Mr. Ellis noted that the City had worked in cooperation with the Highline School District to determine what type</i></p>

<p>2. McMicken Heights Elementary School Playground Equipment Purchase – (Lawrence Ellis) – (cont.)</p>	<p><i>of equipment to add to the existing playground, and presented a display board showing the equipment that will be installed. The City received two bids, and the apparent low bid was in the amount of \$18,722. This item is included in the \$5,000 - \$25,000 Summary of Purchase Requests for Council consideration at the August 10th Study Session.</i></p>
<p>3. CDBG Funding Recommendations for 2005 – (Kathy Black)</p>	<p> <input type="checkbox"/> Informational Update <input checked="" type="checkbox"/> Recommended for: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Approval with modifications <input type="checkbox"/> Denial <input checked="" type="checkbox"/> Referred to <u>9/14/04 SS</u> . </p> <p><i>Human Resources Coordinator Kathy Black provided a summary of the Human Services Advisory Committee's recommended allocation for 2005 CDBG funding, indicating a total of approximately \$250,311 was available for distribution. Ms. Black distributed copies of the allocation recommendations and answered questions about the various agencies represented and the rationale behind some of the Human Services Advisory Committee's decisions.</i></p>
<p>4. Light Rail Permitting Agreement – (Craig Ward)</p>	<p> <input checked="" type="checkbox"/> Informational Update <input type="checkbox"/> Recommended for: <input type="checkbox"/> Approval <input type="checkbox"/> Approval with modifications <input type="checkbox"/> Denial <input checked="" type="checkbox"/> Referred to <u>9/28/04 SS</u> . </p> <p><i>Assistant City Manager Craig Ward reported the City is developing an agreement with the Port of Seattle which provides that SeaTac would conduct the permit and inspection process relative to the light rail construction on Port property. Mr. Ward indicated Sound Transit would prefer to work with only one agency for the permitting process in this area. Councilmember Gene Fisher expressed his concern that this agreement will mean the City will need to hire additional inspectors to accomplish this work. Mr. Ward noted that the City would have been responsible for the permitting process if the light rail wasn't on Port property.</i></p>
<p>5. Small Business Development Center (SBDC) 2005 Budget/ILA – (Craig Ward)</p>	<p> <input checked="" type="checkbox"/> Informational Update <input type="checkbox"/> Recommended for: <input type="checkbox"/> Approval <input type="checkbox"/> Approval with modifications <input type="checkbox"/> Denial <input type="checkbox"/> Referred to _____. </p> <p><i>Mr. Ward summarized the work the SBDC performs and noted the City provided \$10,000 to them in the 2004 Budget. The A&F Committee agreed to</i></p>

<p>5. Small Business Development Center (SBDC) 2005 Budget/ILA - (Craig Ward) - (cont.)</p>	<p><i>an ILA for long-term support with the condition that the other partners continue to contribute as well, so SeaTac doesn't end up subsidizing the SBDC. Future funding will be discussed during the upcoming 2005 Budget process.</i></p>
<p>6. Amendment to Council Administrative Procedures (Regular Council Meeting Time Change) - (Mary Mirante Bartolo)</p>	<p> <input type="checkbox"/> Informational Update <input checked="" type="checkbox"/> Recommended for: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Approval with modifications <input type="checkbox"/> Denial <input checked="" type="checkbox"/> Referred to <u>8/10/04 SS</u>. </p> <p><i>City Attorney Mary Mirante Bartolo summarized a proposed Resolution to amend the time of the Regular Council Meetings from 7:00 p.m. to 6:30 p.m. The Council Study Sessions would continue to be held at 5:00 p.m.</i></p>
<p>7. Discussion on the Design and Construction of the Senior Center Facility and the Selection of the Senior Center Site - (Mary Mirante Bartolo)</p>	<p> <input checked="" type="checkbox"/> Informational Update <input type="checkbox"/> Recommended for: <input type="checkbox"/> Approval <input type="checkbox"/> Approval with modifications <input type="checkbox"/> Denial <input type="checkbox"/> Referred to _____. </p> <p><i>Councilmember Ralph Shape summarized the contents of a proposed Resolution he had drafted with the assistance of the City Attorney to site a Senior Center at North SeaTac Park. Mr. Shape noted this was in accordance with the site recommended by ARC Architects, the firm that conducted the Senior Center Predesign Program Study earlier this year. The Committee had a lively discussion on the merits of both the YMCA and the North SeaTac Park locations. Additional discussion regarding this topic will be conducted at the August 10th Council Study Session.</i></p>
<p>8. Preliminary Funding Discussions on Firefighters and Stations - (Mike McCarty)</p>	<p> <input checked="" type="checkbox"/> Informational Update <input type="checkbox"/> Recommended for: <input type="checkbox"/> Approval <input type="checkbox"/> Approval with modifications <input type="checkbox"/> Denial <input type="checkbox"/> Referred to _____ </p> <p><i>Due to the scheduled start of the Public Safety and Justice Meeting at 3:30 p.m., this item was not discussed at the A&F Committee Meeting. Finance and Systems Director Mike McCarty noted this topic is also on the agenda for the PS&J Meeting.</i></p>
<p>9. Next Meeting</p>	<p>September 14, 2004 at 2:00 p.m.</p>

PS & J COMMITTEE MEETING MINUTES

Tuesday August 10, 2004

These Minutes are scheduled to be approved by Council at the 9/14/04 Council Meeting

Members Present: Councilmember Gene Fisher, Chair
Councilmember Joe Brennan
Councilmember Terry Anderson

Guest: Councilmember Ralph Shape
Ron Haner, Alarm Center, Inc.

City Staff Present: Craig Ward, Assistant City Manager
Greg Dymerski, Police Captain
Mike McCarty, Finance Director
Mark Johnsen, Assistant City Attorney
Mary Ann Cromwell, Admin. Asst.
B/C Tom Betenson

Staff Coordinator: Brian Wiwel, Assistant Fire Chief

Starting Time: 3:30 P.M.

Adjourned Time: 5:00 P.M.

Items:

1. Light Rail Mitigation Proposal Briefing: Craig Ward, Assistant City Manager

Discussion: The Assistant City Manager distributed a draft of the Link Light Rail Third Party Agreement Term Sheet. Provided a briefing on the Light Rail Proposal regarding proposed pedestrian safety improvements around the light rail station at South 154th Street. Discussions on short-term parking at light rail stations. Sound Transit deadline on proposal is September 1, 2004.

Action: Committee directed Assistant City Manager to present to Land Use Committee on Thursday, August 12th for discussion.

2. Fire Service Accreditation Project: Tom Betenson, Battalion Chief

Discussion: Presentation and overview of Fire Department's Fire Service Accreditation Project, status and time span of project

3. City False Alarm Ordinance Discussion : Ron Haner, Business Community Member

Discussion: Representative of alarm industry, Ron Haner, asked and received clarification of the City's False Alarm Ordinance. Also informed committee on what alarm companies are doing to reduce false alarms.

4. Preliminary Funding Discussions Firefighters & Stations: Mike McCarty, Finance Director

Discussion: Fire personnel and facilities preliminary potential funding. For facilities the three main source options are: Voter approved bonds, sales tax set aside from Port of Seattle and real estate excise tax. Voter approved bonds is the most likely one of the three to go with.

Finance Director presented a handout from AWC on a Budgeting & Fiscal Management Workshop on Financing Fire & Emergency Medical Services. For personnel the main source options are: EMS levies, levy lid lifts, fees, or an ambulance utility district. The workshop is going to be repeated on August 19th and 20th in Leavenworth. Stated this workshop is geared toward elected officials.

Action: Fire and Finance Director will create a draft bond proposal and present at the next PS&J meeting.

Next Meeting: September 14, 2004
3:30 P.M.

Close of Meeting: 5:00 p.m.

City of SeaTac Council Actions August 10, 2004

The following Council Actions were taken at the August 10, 2004 Regular Council Meeting:

Agenda Bill #2454; Resolution #04-012 amending Resolution No. 04-002 and the City Council Administrative Policies and Procedures changing the time of the Regular Meetings of the City Council *was passed and became effective August 10, 2004.*

Agenda Bill #2457; Resolution #04-013 expressing Council support for King County Library System (KCLS) Proposition No. 1 General Obligation Bond Measure in the sum of \$172,000,000, to finance Capital Improvements throughout the Library System, and encouraging Voter Approval at the September 14, 2004 Primary Election *was passed and became effective August 10, 2004.*

Agenda Bill #2429; Motion establishing a Final Docket of 2004 Comprehensive Plan (CP) Amendments *was passed as amended and became effective August 10, 2004*

ADDED ITEM:

A Motion to authorize the design and construction of a Senior Center Facility to be located at the north end of the North SeaTac Park Community Center (NSTPCC) in accordance with the consultants' recommendation and that the City Attorney be directed to prepare a Resolution to carry out this Motion *was carried and became effective August 10, 2004.*